

# GOVERNMENT TRAVEL CARD

## CENTRALLY BILLED ACCOUNTS UPDATE



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(Financial Management & Comptroller)

Office of Financial Operations

# Navy CBA Update

- Background
  - The Problem
  - Reengineered Process
- CBA Status
- CBA Issues
- What's Next



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# CBA Background

- Centrally Billed Accounts
  - CBAs are used throughout DoD to pay for transportation of personnel on official travel
  - Vendor for Navy is Bank of America (BoA)
  - SatoTravel provides Commercial Transportation services for Navy
    - Service includes:
      - reconciling CBA invoices from Bank of America
      - creating electronic (batch) invoice for submission to DFAS-Norfolk
  - DFAS uses STARS-One Pay to pay Bank of America CBA invoices (changed from Government Travel System in 1999)



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# CBA Background

- The Problem

- GTS performed a CMET validation of invoices
  - CMET errors were quickly corrected by DFAS-Norfolk
  - Transactions with SDN/ACRN errors, or missing or insufficient obligations posted to 1960 report (caused problem disbursements)
- STARS-OP performs prevalidation of invoices
  - Field Accounting Document Abstract (FADA) used to match transactions on invoices (Transactions for Self, TFS)
  - Transactions for Others (TFO) sent through Automated Prevalidation Module for validation at the supporting AAA
  - ALL transactions on invoice must prevalidate for payment
  - Command action required to correct errors. Error reports were not effective



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# CBA Background

- The Problem (continued)
  - In September 1999: 450+ invoices valued \$180+ million with 17,000 suspended transactions were in STARS-OP
  - Combination of error conditions
    - Missing obligations
    - SDN/ACRN errors
    - Insufficient obligations
    - APVM delay for STARS-HCM and NWCF activities
  - Primary reason for suspended transactions
    - No single-source data input for creation of accounting and billing transactions
      - Data retyped from orders at SatoTravel and Fund Admin Office
      - Obligations not posted timely by activities
  - DFAS Suspended Prevalidation from December 1999 to December 2000 to enable Navy to pay BoA timely



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# CBA Objective:

## Improve timeliness of payments

- Increase Command CBA volume
- Decrease numbers of suspended transactions
- Decrease time to correct error conditions



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# Reengineered CBA Process

- The Interim Solution (Pre-DTS)
  - Reassign responsibility for CBA payment from NAVPTO to Commands (**Command CBAs**)
  - Provide for command review and correction of invoice prior to submission to DFAS (**CBA Review - Reconciliation Tool**)
  - Expand visibility of error conditions through the web to expedite corrections (**STARS GTSWEB**)
  - Develop automated interface between ATOS and SatoTravel



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# CBA Status

- Weekly average
  - \$5,000,000 **paid** through DFAS-Norfolk
  - 30 -35 invoices **paid** per week
  - \$4,700,000 **past due** balance to BoA (30+ days from statement date)

**Since January, Navy has lowest ratio of past due balances to total volume in DoD**



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# CBA Status

	NAVPTO	TOTAL	COMMAND	NAVPTO
<b>ACCOUNTS</b>	214	251	83	168
<b>Volume \$ (Monthly)</b>	\$25M	\$25M	\$11M	\$14M
<b>Errors (% Trans)</b>	10%	8%	2%	6%
<b>Payment Time (Days)</b>	55	30	27	35
<b>PPA Interest (Y-T-D)</b>	\$5.6M	\$0.1M		



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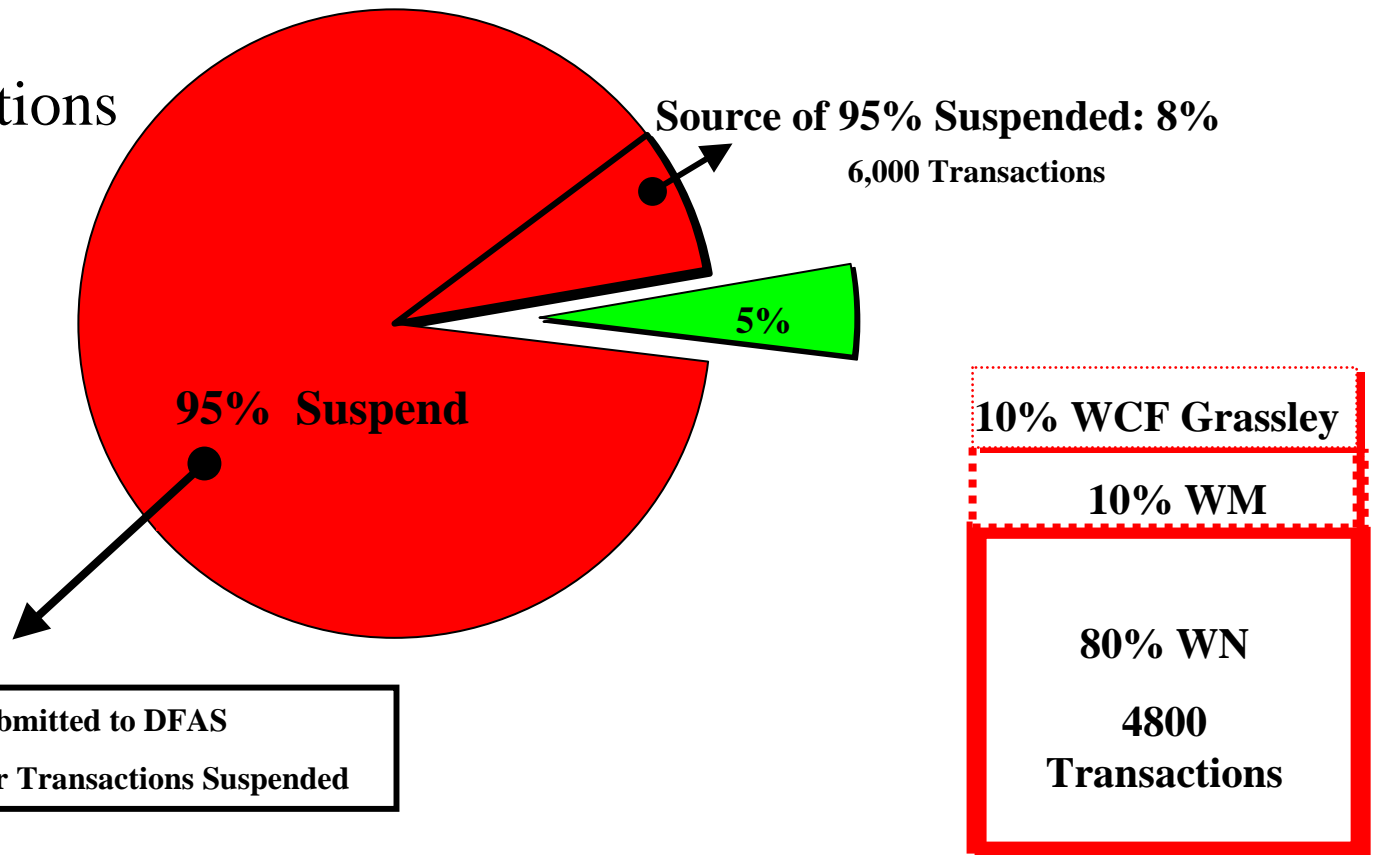
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# CBA Invoice Statistics (Monthly)

250 Invoices

\$25 Million

75,000 Transactions

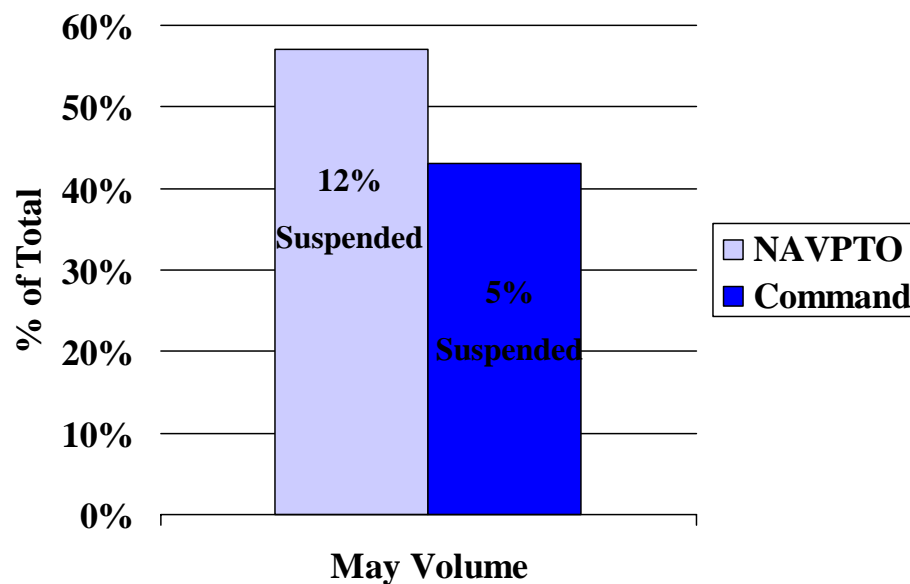
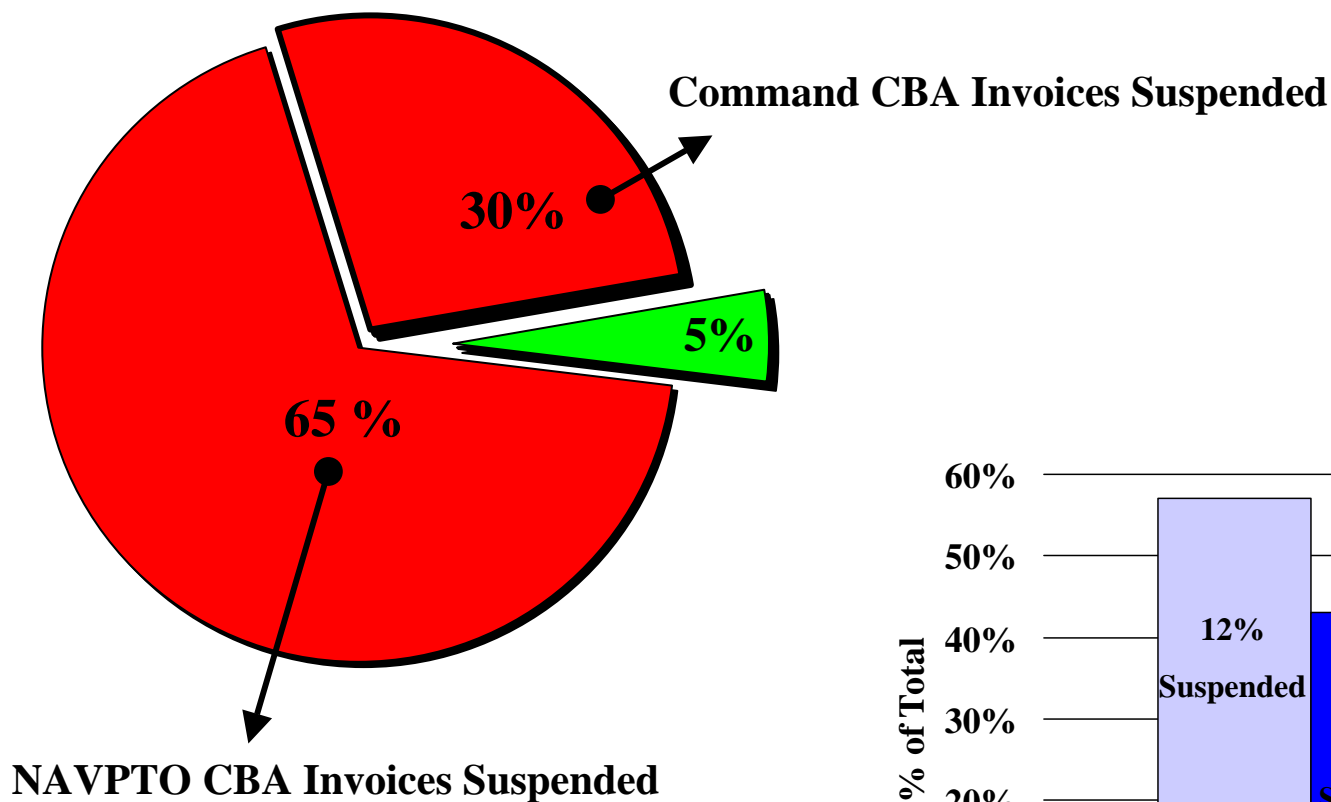


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# CBA Invoice Statistics (Monthly)



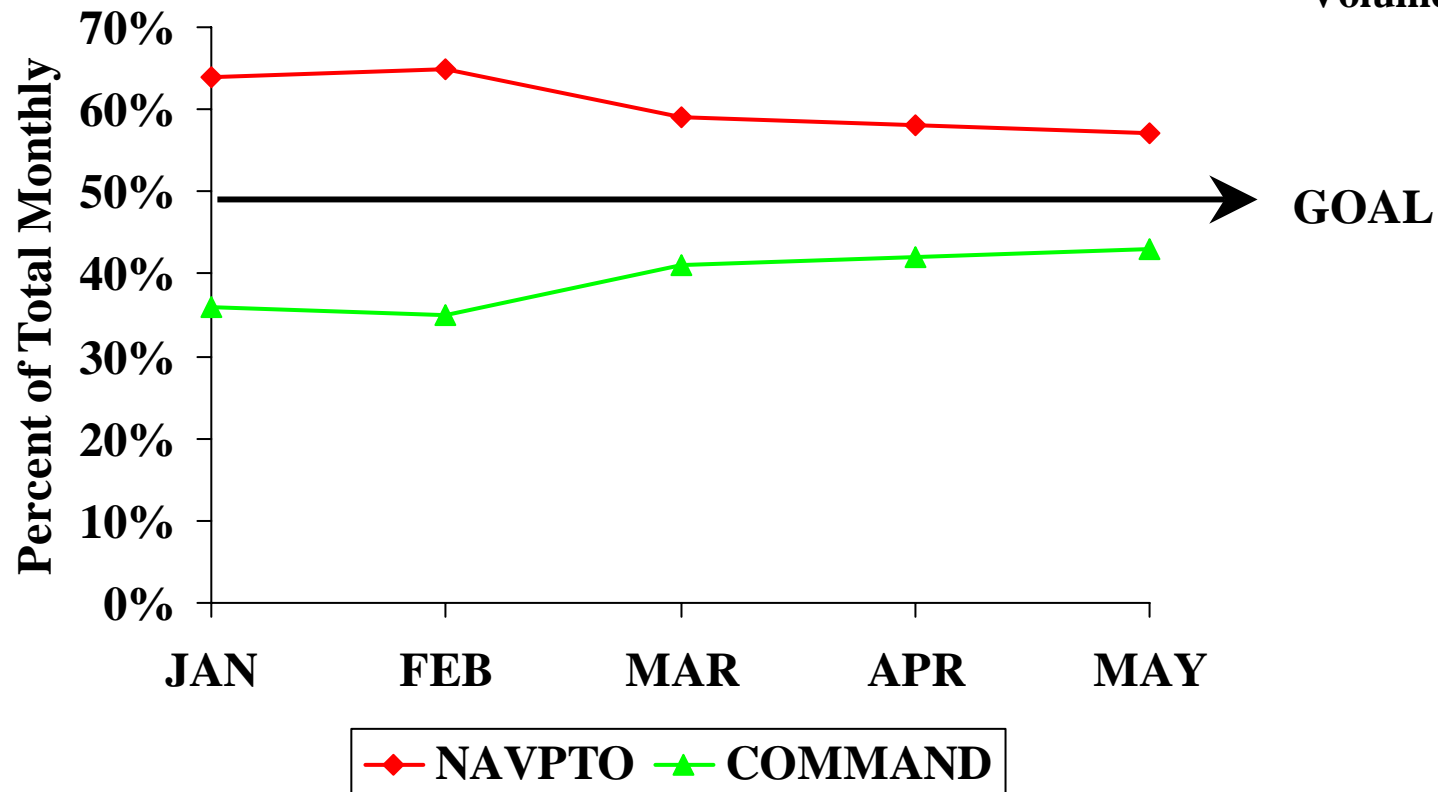
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# CBA Monthly Volume

Average Monthly  
Volume \$25M

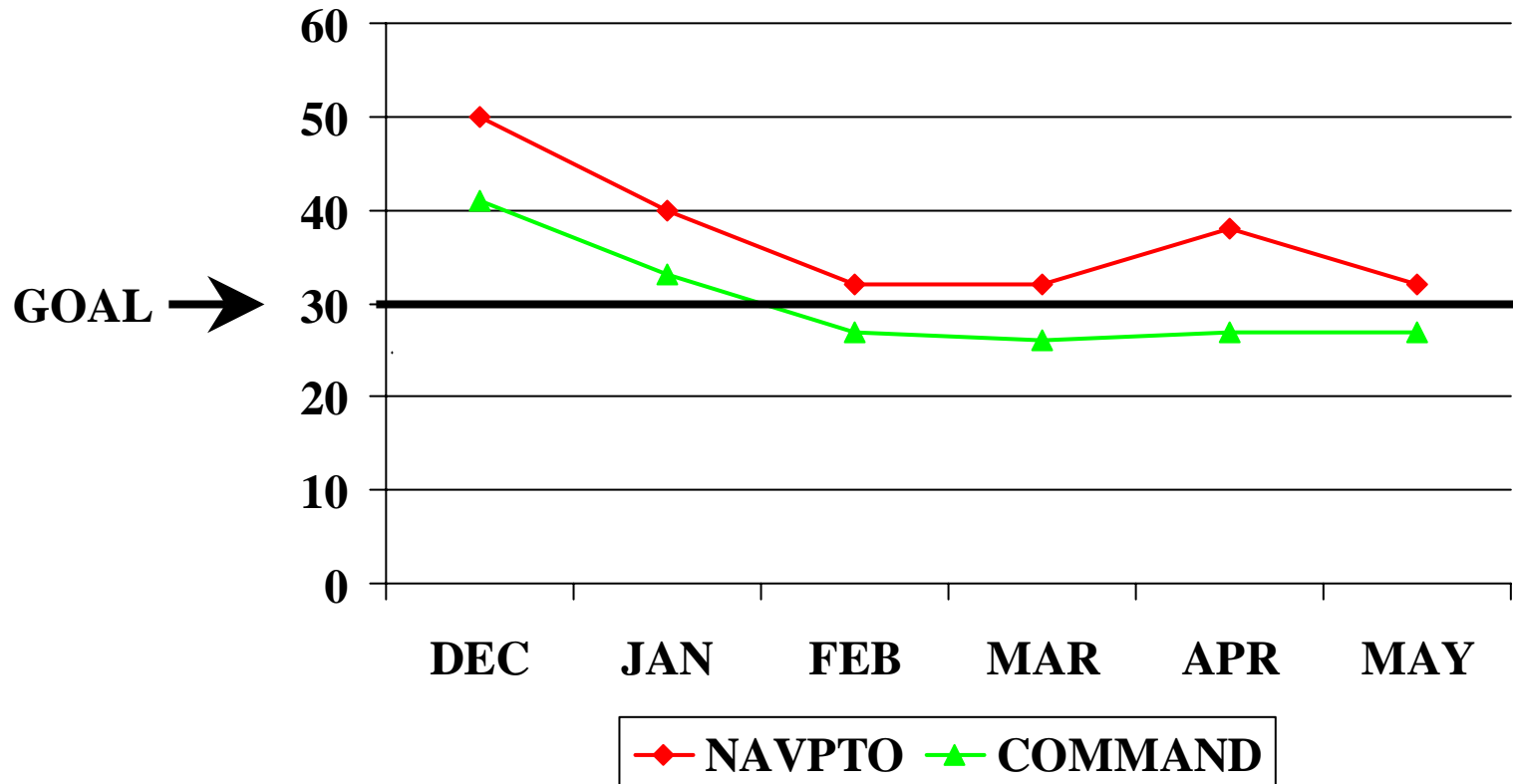


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# Average Payment Time



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# CBA Issues

- Missing Obligations
  - “Obligation not found” most common reason for suspended transactions
    - Timeliness of posting obligations at activities
    - Cancelled trips
      - If ticket was issued, MUST leave at least \$.01 in STARS-FL so FADA will retain record.
      - Ticket charge AND refund will process through invoices. STARS-OP prevalidates ALL transactions (even credits)
  - Single ACRN, per diem settlement adjusts obligation
    - Default setting in IATS, codes all settlements as FINAL disbursements
    - STARS-FL automatically releases unliquidated obligation after posting FINAL disbursement (time saving feature)
    - FADA will retain \$0 record until 3d Saturday of each month

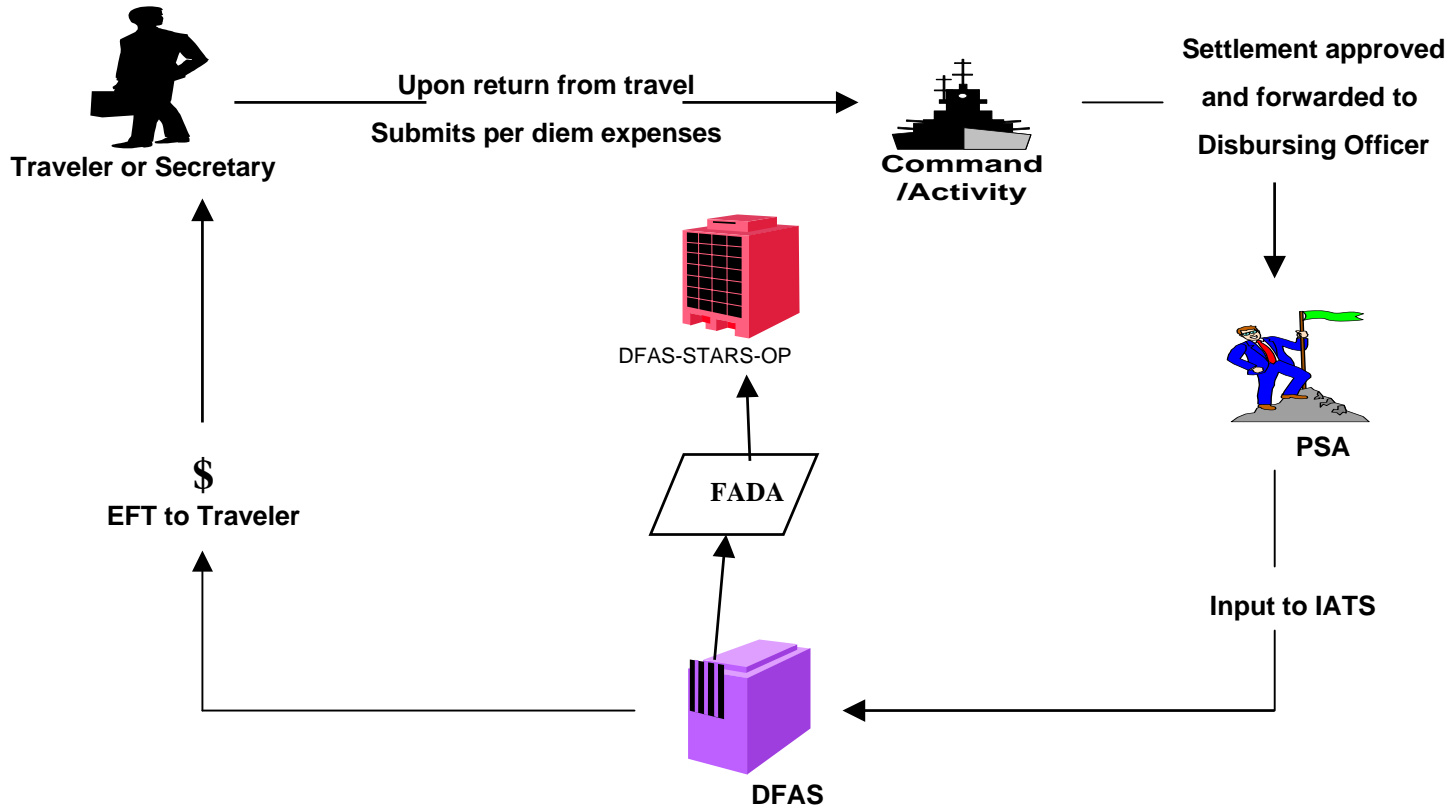


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# Settlement Payments ~ Impact on CBA Payment



Settlement Payments occurring before a CBATS is processed may cause the CBATS transaction to suspend if the obligation is released



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# Navy CBAs, What's Next?

- Expanded Use of Command CBA's
- CBA Review Application
- Streamlined Correction Process
- GTSWEB/FADAWEB
- CTO Interface



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- **ATOS**

atosplus@scn.spawar.navy.mil

- **CBA Review Application**

William Cole

e-mail: coleb@spawar.navy.mil

- **GTSWEB**

[https://mzd.mech.disa.mil/STARS/GTSWEB/gts\\_search.cgi](https://mzd.mech.disa.mil/STARS/GTSWEB/gts_search.cgi)



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